

**SPECIAL MEETING MINUTES
RENEWABLE ENERGY COUNCIL
February 29, 2016**

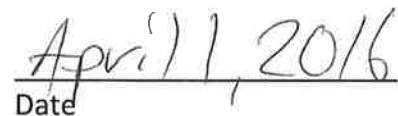
1. **Roll Call** - The meeting was called to order at 7:06 p.m. Present were Chair William Kelly and Council Members William Glauz, Alexander Kung, Charles Li, Carl Marziali, and Daniel Snowden-Ifft. Absent were Andrew Eaton, Kim Hughes, and Daryl Trinh. Staff Liaison Christopher Castruita was present. Mayor Pro Tem Michael Cacciotti and City Council Member Richard Schneider attended.
2. **Minutes** – Minutes from January 30, 2016 meeting were approved (Kung, Li, 6-0).
3. **Review the report outline to convey findings and recommendations to the City Council**– Chair Kelly presented the draft report outline, and discussed some proposed sections with the Renewable Energy Council. Staff Liaison Castruita to confirm the total amount of funds available in the City’s Renewable Energy Designated Reserve. The Council agreed by consensus to the report outline. Chair Kelly informed the group that the division of labor would be for the Public Affairs subcommittee to oversee construction of the report with input from the Technical and Finance subcommittees regarding the sections pertinent to their work.
4. **Review the Technical Subcommittee’s preliminary assessment of placing solar systems at City Facilities**–The Technical Subcommittee, led by Councilmember Snowden-Ifft, presented their preliminary findings. For placing solar panels at Wilson Reservoir, they used two potential funding models to estimate the return on the City’s initial investment. Both assumed that the cost of the solar panel installation would be \$4 per watt, a reasonable assumption depending upon certain factors related to potential construction factors such as a need for ballasting the panels and the cost of labor. The first model assumes the City utilizes a loan through the State of California’s Energy Conservation Assistance Act loan program, which offers loans with 1% interest for energy efficiency and energy generation projects. Under this model, the City would earn back its investment in the project within 23 years, despite the fact that the loans can be extended for a maximum term of 20 years. In the second model, the City pays for the installation of the solar panels out of General Fund dollars. Under this model, the City would earn back its investment in the project within 19 years. However, this is dependent upon the per watt cost of the project and that there are no other rebate options available to the City.

In order to obtain this information and clarify their assumptions, the Technical subcommittee recommended that they be given authorization to contact the City’s Southern California Edison representative in order to discuss the California Public Utilities Commission recent decision about solar power generation facilities, to further explore available rebate options, and to vet what they have found thus far with them. Further, they recommended that the Renewable Energy Council obtain 3 preliminary bids from solar contractors in order to better understand the true costs of a project at the Wilson Reservoir. The technical subcommittee would then make a presentation on the findings to the entire Renewable Energy Council at a future meeting.

Staff Liaison Castruita informed the Renewable Energy Council that he had been in contact with the City's Southern California Edison account representative, who is open to the idea of having a representative from Southern California Edison attend the March meeting. Once he has the proposed date of the March meeting, he can confirm with the representative whether a representative will be able to attend the meeting to discuss those matters. Staff liaison Castruita also to reach out to the San Gabriel Planning and Building Department in order to obtain information on the City's code requirements and how that would affect a potential construction project at the site. Technical Subcommittee to work with Staff Liaison Castruita to set up site visits with solar contractors in order to obtain preliminary quotes on work at the Wilson Reservoir and City Hall. During those site visits, the Technical Subcommittee is also to set up a time to discuss further questions on the Water Divisions pumping operations.

5. **Subcommittee Updates** – The Finance subcommittee had no updates to provide. Renewable Energy Councilmember and Public Affairs subcommittee representative Carl Marziali thanked Staff Liaison Castruita for his work on putting together a picture and caption for inclusion in the South Pasadena Review about the Council's tour of City Facilities on January 30, 2016. Staff Liaison Castruita informed the group that the picture has not yet been run in the paper, but he expects to have it run very soon.
6. **Other Business** – n/a
7. **Chair and Council Communications** – n/a
8. **Staff Liaison Communications** – Staff Liaison Castruita invited the Renewable Energy Councilmembers to the Community Forum on Budget and Priorities on March 12, 2016.
9. **Next Meeting Date** – Staff Liaison Castruita to send out an online poll in order to determine whether the meeting will be held on Monday, March 28, or Thursday, March 31, 2016.
10. **Items for a Future Agenda** – Chair Kelly requested that Renewable Energy Councilmembers send a request to place an item on a future agenda to Staff Liaison Castruita, who could discuss with Chair Kelly and make a determination as to whether to place it on an upcoming agenda.
11. **Adjournment** – The meeting adjourned at 8:48 p.m.


William Kelly, Chair


Date